



OFFICE OF THE SANGGUNIANG BAYAN

Municipal Building, Poblacion, Bulalacao, 5214, Oriental Mindoro

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE
10TH SANGGUNIANG BAYAN OF BULALACAO, ORIENTAL MINDORO
HELD ON MAY 17, 2021 AT SANGGUNIANG BAYAN SESSION HALL

PRESENT:

- | | |
|-------------------------------|--|
| Hon. Ramon G. Magbanua | Municipal Vice Mayor/Presiding Officer |
| Hon. Dexter R. Gonzales | Sangguniang Bayan Member |
| Hon. Dennes M. Faner | Sangguniang Bayan Member |
| Hon. Edezer F. Acheron | Sangguniang Bayan Member |
| Hon. German S. Acosta | Sangguniang Bayan Member |
| Hon. Kieven E. Cantos | Sangguniang Bayan Member |
| Hon. Jess V. Sapungan | Sangguniang Bayan Member |
| Hon. Elpidio N. Contreras, Jr | Sangguniang Bayan Member |
| Hon. Edwin C. Acheron | Sangguniang Bayan Member |
| Hon. Enrico C. Villas | Pangulo, Liga ng mga Barangay |
| Hon. Kim Jonh Elco E. Cantos | SK Federation President |
| Hon. Tulay M. Caring | IPM Representative |

ABSENT:

NONE

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MUNICIPAL ORDINANCE NO. 21-05-292

AN ORDINANCE REQUIRING THE INSTALLATION OF CLOSED-CIRCUIT TELEVISION (CCTV) SYSTEM IN GOVERNMENT BUILDING, FACILITIES, AND OFFICES AND BUSINESS ESTABLISHMENTS IN THE MUNICIPALITY OF BULALACAO, PROVINCE OF ORIENTAL MINDORO

Sponsors and Authors:

Sangguniang Bayan Member DEXTER R. GONZALES
Chairperson, Committee on Banks, Financial Institutions, and Trade

Sangguniang Bayan Member GERMAN S. ACOSTA
Chairperson, Committee on Public Order and Public Safety

BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF BULALACAO IN SESSION ASSEMBLED THAT;

Section 1. Title. This Ordinance shall be known and cited as the "CCTV Installation Ordinance of 2021"

Section 2. Objectives. This Ordinance shall

- a. Provide a deterrent to crimes and violations of laws, ordinances, and policies;
- b. Enable clear identification of miscreants, perpetrators, or violators;
- c. Provide continuous camera recordings in government building, facilities, and offices and business establishments within Bulalacao; and

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HON. KIEVEN E. CANTOS
HON. JESS V. SAPUNGAN
HON. ELPIDIO N. CONTRERAS, JR
HON. EDWIN C. ACERON
HON. ENRICO C. VILLAS
HON. KIM JONH ELCO E. CANTOS
HON. TULAY M. CARING

d. Institutionalize a local public CCTV system.

Section 3. Definition of Terms. As used in this ordinance, the following terms shall mean:

- a. Bank – a financial institution that attends to custody, exchange, transfer, issuance, and loan of money;
- b. Shopping mall – a building or buildings housing a mix of four (4) or more commercial establishments where people shop or avail services;
- c. Video surveillance system - a digital surveillance system consists of closed-circuit television cameras or other cameras, cables, monitors, and digital video recorders (DVRs) and capable of producing retrievable and identifiable images and video recordings that can be enlarged through projection or other means and can be made a permanent record for use in a criminal investigation or judicial proceeding;
- d. Feeds – the visual and/or audial information transmitted by CCTV cameras.
- e. Monitor - the screen, television set, or other devices on which the feeds are viewed;
- f. Schools – public or private child development centers; nursery, primary elementary and high schools; technical and vocational schools, and colleges and universities within this municipality.

Section 4. Video Surveillance System.

- a. All banks, shopping malls, fuel stations, pawnshops, lending and other financial institutions, convenience stores, food stores, hotels, resorts, restaurants, entertainment centers, and all other business establishments with a capitalization of not less than PhP 1,000,000.00 or annual gross sales of not less than PhP 1,200,000.00 and all schools, as far as practicable and feasible, shall be required to install a closed-circuit television (CCTV) or video surveillance system;
- b. The Local Government Unit of Bulalacao (LGU of Bulalacao), all Sangguniang Barangays, and other government agencies, offices, and institutions shall likewise install CCTV or video surveillance system in public buildings, facilities, offices, markets, transport terminals, plazas, parks, main thoroughfares, roads and alleys, entrance and exit points of barangays and municipality, and other places as maybe recommended by the Municipal Police Station (MPS) and other authorities;
- c. The agencies, offices, institutions, or establishments which already installed CCTV or video surveillance system prior to the enactment of this Ordinance shall ensure that installations are still working or continuously operating, otherwise new installation or repair/improvement of the old ones shall be required;
- d. Non-governmental, religious, and non-profit organizations shall be encouraged to install, operate, and maintain CCTV or video surveillance system;
- e. The CCTV or video surveillance system shall be maintained in good working condition at all times and shall operate twenty-four (24) hours daily for seven (7) days a week. It shall meet the minimum technological standards established in this Ordinance.

HON. JESS V. SAPUNGAN

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HON. FERMIAN CONTRERAS, JR.

HON. ERMI VILLAS

- f. The installation and continuous operation of the CCTV or video surveillance system shall be required prior to the approval or renewal of business permit, only if applicable.

Section 5. Feeds and Video Recordings. All agencies, institutions, offices, and establishments shall retain the digital images and videos recorded by the system for no less than thirty (30) days for review and reference purposes. After 30 days, the digital images, feeds, or recordings shall be preserved and stored in an external drive, compact disc (CD), and/or universal serial bus (USB) for safekeeping for a period of not less than one (1) year, and maybe disposed of at the lapse of such period at the option of the heads of agencies, institutions, offices or owners/operators/managers of business establishments. The digital images, feeds or videos recorded by the CCTV or video surveillance system may be presented when required by a court of competent jurisdiction, the MPS, National Bureau of Investigation (NBI), Criminal Investigation and Detection Group (CIDG), Philippine Drug Enforcement Agency (PDEA), Sangguniang Bayan, and Municipal Mayor.

The feeds or recordings shall not be:

- a. broadcasted on or through a medium other than the assigned monitors;
- b. viewed by any person other than authorized officers, managers, employees, or workers or by the requesting party;
- c. transferred or sent to any third party, whether for profit or not; or
- d. recorded or stored except in accordance with this Ordinance.

Section 6. Access to Recordings. If a crime or accident occurs, the concerned and nearest government agencies, institutions, or offices and business establishments shall immediately contact the MPS and provide immediate access to it and other stakeholders the necessary feeds or recordings.

Section 7. Prohibition. It shall be unlawful for any person to allow the unauthorized or unofficial use or viewing of any saved image or video recording and the unauthorized public identification of any person or client seen in such image or video. The recordings shall not, in any manner, be used to infringe the privacy of individuals. Those found violating this Section shall be prosecuted for violation of laws concerning the right to privacy.

Section 8. Request for Feeds or Recordings. The feeds or recordings may be used at any time to satisfy the written order of any court of competent jurisdiction or any authorized subpoena, or any request from any individual or group who might be needing such feeds or recordings in order to locate any person or lost/misplaced pet, item, property, or belonging.

Section 9. Minimum Technological Standards. The CCTV or video surveillance system must have a playback system for activities and features of persons, events, or places and must be able to record, play, and store images or videos on any form of medium.

For this purpose, it shall have the following specifications:

- a. With one (1) dedicated channel for each camera in operation;
- b. Recording in at least 640 x 480 resolution level;

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 HON. ENRIQUE C. VILLAS
 HON. FIDELICIA E. CANTOS
 HON. JOSEPH M. JOSEPH
 HON. ERNUNDO C. VILLAS

- c. With capacity to record at 15 frames per second per camera such that a system with 10 cameras would need to have a digital video recorder (DVR) capable of recording at least 150 frames per second;
- d. With enough memory to retain data from all cameras for a period of thirty (30) days, approximately at least 40 GB of hard drive memory per camera;
- e. With features that allow viewing and retrieving data while the system remains in operation;
- f. With features that allow the production of DVD-R copy of desired data for evidentiary purposes on a format playable via Windows Player to a standard DVD player;
- g. With features that allow "time stamping" and "watermarking" on recorded images or videos;
- h. Placed in a locked and secured location to prevent destruction or tampering.

The cameras shall:

- a. Operate with a minimum of 180 total vertical lines (TVL) of resolution;
- b. Have the ability to record colored images in sufficient lighting and black and white images in low lighting;
- c. Match with each specific application taking into consideration the distance to target image, "lux rating" or compatibility with the amount of light available including excessive amount of sunlight, and view angle of camera in relation to area of a desired coverage;
- d. Have a clear and unobstructed view of the area of desired coverage;
- e. Be positioned to capture "head and shoulder" images at entrance and exit points;

The digital video recorder monitors shall:

- a. Be accessible for assessment by the MPS and other law enforcement agencies for viewing the recorded images or videos;
- b. Be of a liquid crystal display (LCD) designed with a screen no smaller than 15 diagonal inches;

The power supply shall:

- a. Have a dedicated power source to prevent intentional or accidental deactivation, with uninterrupted power supply (UPS) system.

Section 10. Minimum Coverage Standards, Assessment, and Signages.

- a. The CCTV or video surveillance system shall have at least 1 separate camera dedicated to each registration or check-out counter, entrance or exit point, room, lobby, and parking lot or area designated for both customers or clients and officials, employees, or workers;
- b. The installation, placement and positioning of CCTV or video surveillance system cameras shall be subject to review and assessment by the MPS;

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 HON. KIEVERE GANDOS
 HON. GERMAN S. AGOSTA
 HON. EDZEB FACERON
 HON. DENNIS M. FANER
 HON. DEXTER A. GONZALES
 HON. RAJON B. MAGBANUA
 HON. ENRIQUE C. VILLAS
 HON. JIMIL R. PANTOS
 HON. KIM LOUIE ERIC F. PANTOS
 HON. ENRIQUE C. VILLAS
 HON. EDUARDO C. ACERON
 HON. EDUARDO C. VILLAS


Any job order or contract of service worker who shall be found disregarding or neglecting the implementation of this Ordinance shall be terminated from service.

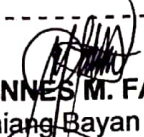
Section 15. Separability Clause. If any provision of this Ordinance is declared invalid, the remainder or any provision hereof not affected thereby shall remain in force and effect. Higher laws or policies inconsistent with the provisions of this Ordinance shall prevail.

Section 16. Effectivity. This Ordinance shall take effect immediately after fifteen (15) days of posting in bulletin board at the entrance of the municipal hall and in at least two (2) other conspicuous places in the Local Government Unit of Bulalacao.


On motion of Sangguniang Bayan Member German S. Acosta and Sangguniang Bayan Member Dexter R. Gonzales duly seconded by Sangguniang Bayan Member Elpidio N. Contreras, Jr. and Sangguniang Bayan Member Enrico C. Villas, this Ordinance is ...

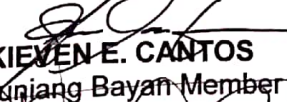
ENACTED this 17th day of May 2021. Bulalacao, Oriental Mindoro.

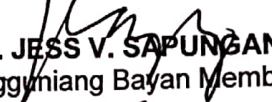

Hon. **DEXTER R. GONZALES**
Sangguniang Bayan Member

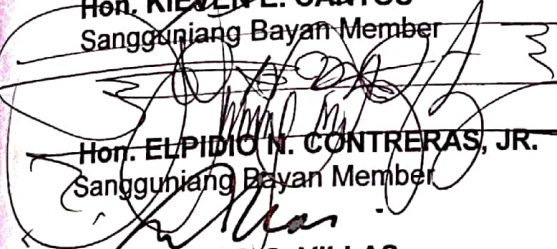

Hon. **DENNES M. FANER**
Sangguniang Bayan Member

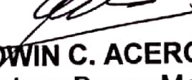
Hon. **EDEZER F. ACERON**
Sangguniang Bayan Member


Hon. **GERMAN S. ACOSTA**
Sangguniang Bayan Member


Hon. **KIEVEN E. CANTOS**
Sangguniang Bayan Member


Hon. **JESS V. SAPUNGAN**
Sangguniang Bayan Member


Hon. **ELPIDIO N. CONTRERAS, JR.**
Sangguniang Bayan Member



Hon. **EDWIN C. ACERON**
Sangguniang Bayan Member

Hon. **ENRICO C. VILLAS**
Pangulo, Liga ng mga Barangay



Hon. **KIM JOHN ELCO E. CANTOS**
SK Federation President


Hon. **TULAY M. CARING**
IPM-Representative

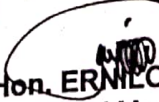
CERTIFIED TRUE AND CORRECT:


PERLITA V. PAZ
Secretary to the Sanggunian

ATTESTED:


Hon. **RAMON G. MAGBANUA**
Municipal Vice Mayor/Presiding Officer

APPROVED:


Hon. **ERNILO C. VILLAS**
Municipal Mayor
Date Signed: May 16, 2021